Follow this link for initial Application - [Application for Initial EMS Physician Endorsement Form](https://vdhems.vdh.virginia.gov/emsapps/f?p=EMSWEB:9)

-If you have never created or held an Office of EMS Portal account, click NO; you will be directed to another page where you need to fill out all requested information and click “Submit for Preliminary Approval”.

-If you do have or had an OEMS Portal account in the past, click YES; and you will be directed to the OEMS Portal login page.

Once your Portal Account has been created, you will receive an email that contains your temporary login credentials.

**Please upload copies of the following documents**:

1. Government Issued ID/Driver’s License
2. Virginia Medical License
3. Board Certification -
	1. Board Certificate – Board certification in Emergency Medicine (EM) or Emergency Medical Services (EMS); or an applicant in the active application process for board certification in EM/EMS issued by a national organization recognized by the Virginia Office of EMS.

**-OR-**

* 1. Board certification in Family Practice, Internal Medicine, or Surgery; or an applicant in an active application process for board certification in family practice, internal medicine, or surgery issued by a national organization recognized by the Virginia Office of EMS.
		+ As an applicant under this section, a physician must also submit documentation of successful completion or current certification in ACLS, ATLS, and PALS or present documentation of equivalent education in cardiac care, trauma care, and pediatric care within the past five years.

You are required to complete the Online EMS Medical Director Training Course: [Virginia On-Line EMS Medical Director Training Course](https://www.vdh.virginia.gov/emergency-medical-services/other-ems-programs-and-links/ems-medical-directors/on-line-ems-medical-director-training-course/)

* Please fill out the registration information and complete the course.
* Make sure you save a copy of the completion certificate! Take a screenshot of any errors that occur within this site while obtaining completion certificate.

After all the steps listed above have been successfully completed, you will receive Endorsement as an EMS Physician by the Virginia Office of EMS.

* You must affiliate with each agency where you will be the EMS Physician (Operational Medical Director). As part of the affiliation process you are required to have a background check performed for each agency.
	+ If affiliating with multiple agencies, one background check can be utilized for all agencies within a 60-day period.
	+ Follow this link for instructions on how to submit your fingerprints to the Office of EMS: [Virginia Office of EMS - Background Check Information](https://www.vdh.virginia.gov/emergency-medical-services/regulations-compliance/fingerprinting/) You must include the EMS Agency/Agencies OEMS license number when submitting your fingerprints to FieldPrint.
* Each agency will be required to request your affiliation and upload a signed EMS Physician Agreement (OMD Agreement) into their agency OEMS portal, then you must approve this request via your OEMS portal account; following your approval, the Office of EMS will confirm all regulatory requirements have been met and approve and affect the OMD/Agency affiliation.
	+ Affiliation request(s) will not be processed without the required fingerprint based background check.
* Please take this opportunity to become familiar with the [Virginia Office of EMS – EMS Medical Directors](https://www.vdh.virginia.gov/emergency-medical-services/other-ems-programs-and-links/ems-medical-directors/) page on the OEMS website. This page provides information regarding roles and responsibilities as an EMS Physician (OMD) and/or Physician Course Coordinator within the Virginia EMS System.

Please reach out to Marybeth Mizell (marybeth.mizell@vdh.virginia.gov) or call directly at 804-888-9130 if you have any questions.